

REGULAR COUNCIL MEETING JANUARY 8, 2018 7:00 P.M.

The meeting was opened by announcing this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, The New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office and on the City's website at [www.newrichmondwi.gov](http://www.newrichmondwi.gov). Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Kittel, Ard, Jackson, Montello, Volkert and Zajkowski

The Pledge of Allegiance was recited.

Alderman Montello moved to adopt the agenda as presented, seconded by Alderman Zajkowski and carried.

**Public Comment**

**Consent Agenda**

1. Approval of the Minutes from the Previous Regular Council Meeting, December 11, 2017
2. Applications for Parade Permit:
  - a. St. Patrick's Day Parade on March 17, 2018 at 2:00 p.m.
  - b. Fun Fest Parade on July 15, 2018 at 12:30 p.m.
  - c. Holiday Parade on November 29, 2018 at 6:00 p.m.
3. Application for Temporary Class B License from the WITC Foundation for Thursday, January 25, 2018 at 1019 South Knowles Avenue
4. Payment of VO#61475 through VO#61603 totaling \$747,121.21 plus electronic fund transfers totaling \$940,212.85 for a grand total of \$1,687,334.06

General Fund	\$737,759.90
Impact Fees Fund	77,280.39
Cemetery Fund	1,711.89
CDBG – Housing	693.00
Debt Service Fund	330,169.19
Capital Projects	337,368.17
Capital Replacement Fund	12,379.71
Landfill Cleanup Fund	11,546.75
TID District #10	126,731.89
TID District #6	10,500.00
TID District #9	1,430.00
Storm Water Utility	14,516.36
Park land Trust Fund	865.82
Library Trust Fund	8,600.00
Tax Agency Fund	15,780.99
5. K-9 Donation \$100 Diedra March

Alderman Zajkowski moved to approve the consent agenda as presented, seconded by Alderman Kittel and carried.

### **Department Reports**

Administration – Mike Darrow will be providing the list of projects within the Capital Improvement Plan to the public in the next two weeks. The Council and Utility Commission will be prioritizing projects for the next five years. There will be a special work session on January 13, 2018 at 8:30 a.m. Mike congratulated Noah Wiedenfeld for 26 hours of bell ringing. Great job supporting our community.

Finance – Rae Ann Ailts reported that the 2017 budget book will be distributed this week and will be posted to the website on Friday. The auditors will be here on January 15, 2018 for preliminary work on the audit. The audit will be performed March 19-23 and the audit opinion and audited financial statement report will be completed in June.

Community Development – Beth Thompson stated there will be a special election on January 16, 2018. Polls will be open from 7:00 a.m. to 8:00 p.m. Absentee voting can be done at the Clerk's office until January 12, 2018 at 5:00 p.m. A summary was sent out to the Council regarding building permits for 2017. The total for 2017 was 1,073 with 742 being storm related and 331 non-storm related. There were 102 dwelling units in 2017 compared to 57 in 2016.

Public Works –Jeremiah Wendt reminded everyone about Christmas tree pickup starting today. Please have your tree on the curb. The Public Works Department welcomed Andrew Miller today. There will be an open house on February 12 from 4:30 to 6:30 p.m. for County Road A bike and pedestrian safety issues. The City of New Richmond welcome signs will be removed and repaired. The Park Board has discussed locating the signs closer to the City limits.

Library - Noah Wiedenfeld explained the Library Director position has been posted and applications will be accepted through January 31, 2018. There is no school on January 15<sup>th</sup> so they will be showing the movie LEGO Ninjago at 1:00 that afternoon at the library. The library received a grant from the Community Foundation for Park Packs. This will allow kids to get into a State Parks for free for hands-on outdoor learning.

Police – Craig Yehlik stated the final five police officers are going through crisis intervention training. He now has some instructors on staff as well. The first round of interviews will be coming up for the new police officer position. The process for naming the K-9 is moving ahead. Fourth graders from all of the schools will be deciding between Iris, Storm and Frost. New radios are in and will be programmed soon. The new firearms are also in.

Fire – Mayor Horne reported that the Fire Department has been doing ice water rescue training. If you don't have a carbon monoxide detector, it is highly recommended that you purchase one. Also, be sure to replace the batteries in smoke detectors. The total fire calls in 2017 were 248 and the average has been 215. The 2017 Annual Report will be available by February.

Airport – MaryKay Rice stated the airport is gearing up for the Super Bowl. Fifteen to twenty volunteers are needed between Thursday and Sunday that weekend. If you are interested, please call the airport to sign up. Lots of charter companies have been calling. Our airport can handle 35 aircraft. They are taking reservations starting January 21, 2018. Each aircraft will need a half hour to land, disembark and then move the aircraft.

### **VFW Building Request**

Ken House discussed the commitment from the VFW to construct a building in Freedom Park. Considerable discussion followed. Alderman Ard moved to have the question be placed on the ballot for the April election for referendum, seconded by Alderman Jackson. Motion failed with Alderman Zajkowski, Volkert, Kittel and Montello voting no and Alderman Ard and Jackson voting yes. Alderman Zajkowski moved to approve up to a five acre site as outlined by the Park Board within Freedom Park for the purposes of a VFW facility, subject to a signed MOU. The City Council shall consider the possible allocation of funds for this project after public comment as well as a review of all Capital Improvement Projects in the spring of 2018. Motion seconded by Alderman Volkert. Alderman Montello moved to remove the last sentence from the original motion. Motion failed for lack of a second. Main motion carried with Alderman Zajkowski, Volkert and Kittel voting yes and Alderman Ard, Jackson, and Montello voting no. Mayor Horne broke the tie by voting yes. Motion carried.

### **Resolutions for Designation of Depository**

Alderman Montello offered the following resolutions and moved for their adoption:

#### **RESOLUTION #011801**

#### **RESOLUTION DESIGNATING PUBLIC DEPOSITORY AND AUTHORIZING WITHDRAWAL OF COUNTY, CITY, VILLAGE, TOWN OR SCHOOL DISTRICT MONEYS**

(Complete copy on file in the Clerk's office)

#### **RESOLUTION #011802**

#### **RESOLUTION DESIGNATING PUBLIC DEPOSITORY FOR MISCELLANEOUS PUBLIC ACCOUNTS AND AUTHORIZING WITHDRAWAL OF PUBLIC MONEYS CITY OF NEW RICHMOND, WISCONSIN**

(Complete copy on file in the Clerk's office)

Motion was seconded by Alderman Kittel and carried.

### **Resolution #011803 Schedule of Fees**

Alderman Montello offered the following resolution and moved for its adoption:

#### **RESOLUTION #011803**

#### **AMENDING THE SCHEDULE OF FEES**

WHEREAS, the City of New Richmond hereby adopts the following Schedule of Fees:

Section	License/Fee Type	Fee
2-183	Statement of Real Property Status	\$35.00 per parcel
70-4	Street Excavation Permit	\$400.00 per event
70-38	Driveway Permit	\$10.00 per application
10-4	Dogs – Spayed or Neutered	\$5.00 annually
	Dogs – Unspayed or Unneutered	\$12.00 annually
10-4	Kennel License	\$100.00 Plus
10-4	Kennel License	\$3 per each dog over 12
	Lost License Fee	\$5.00 each
6-27	Retail “Class A” Intoxicating Liquor	\$500.00 Annually
	Retail Class “A” Fermented Malt Bev	\$500.00 Annually
	Retail “Class B” Intoxicating Liquor	\$500.00 Annually
	Retail Class “B” Fermented Malt Bev	\$100.00 Annually
	Reserve “Class B” Intoxicating Liquor	\$10,000.00 Initial Issuance Fee
6-36	Temporary “Class B” Fermented Malt Beverage	\$10.00 per event
	Wholesaler’s License	\$25.00 annually
	“Class C” Wine License	\$100.00 annually
	Publication Fee	\$50.00 each

6-63	Operator's License	\$30.00 for 2 years
	Provisional Operator's License	\$15.00 for up to 60 days
	Police Investigation Fee	\$7.00 each
10-33	Chicken Permit	\$75.00 Initial Fee, \$15 renewal
46-2	Cigarette License	\$100.00 annually
46-141	Direct Seller's License	\$30.00 per person/per day \$125.00 per person/per month
46-47	Mobile Home Park Operator	\$200.00 annually
50-107	Fireworks Sales Permit	\$125.00 per year
50-153	Fireworks Possession Permit	\$3.00 annually
50-154	Fireworks Users Permit	\$50.00 per event
70-1	Street Use Permit	\$25.00 per event
109-321	Nonmetallic Mining	\$50.00 annually
	Blasting (quarries)	\$100.00 per blasting period
	Gravel Crushing Operation	\$125.00 annually
109-327	Amusement Arcade Application Fee	\$5.00 annually
46-25	Annual Amusement Device License	\$15.00 per machine
46-68	Pawnbroker's License	\$210.00 annually
	Secondhand Article Dealer's License	\$27.50 annually
	Secondhand Jewelry Dealer's License	\$30.00 annually
	Secondhand Article Dealer Mall/Flea Market	\$165.00 annually
70-67	Processions, Parades, Runs, Bicycle Races	\$35.00 per event
70-8	Snow & Ice Removal	\$50.00 First Offense
70-8	Snow & Ice Removal	\$100 Second or Third Offense
46-110	Taxicab License	\$50.00 annually
46-110	Taxicab License	\$5.00 for each additional cab
46-3	Roller Skating Rinks	\$50.00 annually
66-22	Refuse Collector	\$100.00 annually
66-23	Recycling Fee	\$2.00 per utility billing period
	Holding Tank Fee	\$50.00 annually
	Private Well Operation Permits	\$50.00 for 5 year period
82-97	Truck Parking Permit	\$25.00 annually
90-1	Weed Mowing	\$100 per hour (\$100 minimum) per parcel, first offense
90-1	Weed Mowing	\$200 per hour (\$200 minimum) per parcel, second offense
90-1	Weed Mowing	\$300 per hour (\$300 minimum) per parcel, third+ offense
117-17	Concept Plan	\$150.00 per application
117-18	Preliminary Plat	\$400.00 plus \$5 per lot over 6
	Preliminary Plat – Amended or Revised	\$400.00 plus \$5 per lot over 6
117-19	Final Plat	\$250.00 plus \$2 per lot over 6
	Final Plat – Amended or Revised	\$250.00
117-20	Certified Survey Map	\$200.00
	Amended or Revised CSM	\$200.00
121-31	Site Plan/Storm Water Review	\$250.00
121-32	Conditional Use Permit	\$250.00 per application
121-29	Rezoning Application	\$250.00 per application
121-33	Variance/Appeals Application	\$250.00 first request
121-33	Variance/Appeals Application	\$300.00 second request
121-35	Extra-Territorial Items	\$200.00 per application

#### **Miscellaneous Fees**

Copies – BW 8 ½ x 11	\$0.25
Copies – Color 8 ½ x 11	\$0.50
Copies – BW 11 x 17	\$0.50
Copies – Color 11 x 17	\$0.75

Rental of Civic Center	\$20.00 per hour/ \$50.00 per day
Zoning Map (Color)	\$10.00
City Base Map	\$5.00
Faxing Fee	\$2.00
Copy of Audio for Meeting (Burned to a CD)	\$10.00
Assessor Fees - Additions	\$25.00
Assessor Fees – New Homes	\$50.00
Assessor Fees – Commercial/Manufacturing	\$100.00
Elevation Benchmarks Map – Whole City	\$200.00
Engineering Deposit – Extra-Territorial Items	\$500.00
Engineering Deposit – City CSM & Plats	\$1,500.00
Assessor Fees – Residential Additions/Alterations	\$25.00
Assessor Fees – Commercial/Manufacturing	\$25.00 – 100.00
Assessor Fees - Residential Additions/Alterations	\$25.00
Assessor Fees – Commercial/Manufacturing	\$25.00 - 100.00
Weed Mowing Fee	\$100.00 per hour/Min per lot
Annexation Fee	\$250.00
Landscape Deposit in Business & Tech Park	\$1,500.00
Printing/Plotting Larger Than 11 x 17	\$5.00 per page
Scan & Email Larger Than 11 x 17	\$2.50 per page

#### **Miscellaneous Police Department Fees**

Fingerprint per card	\$6.00
Civic Process per person	\$30.00
Preliminary Breath Test (PBT)	\$10.00
Parking Citation *	\$20.00
Parking in Handicap spot	\$50.00
Bicycle Registration for bike/life	\$2.00
Open Records	Per Statute
Copy service black & white	\$0.25 per page/side
Copy of service Color page	\$0.30 per page/side
Copy of DVD/Disk	\$3.00
Photographs	\$1.50/picture

\*If citation is not paid within ten days, the first notice parking penalty = \$30.00

If not paid within seven more days, the second notice penalty = \$20.00

If not paid within seven more days, a suspension request is sent to the state with a total fine amount increasing to \$100

#### **IMPACT FEES**

<u>Water Meter Size</u>	<u>REU Calcs</u>	<u>Impact Fee</u>
3/4" or 5/8"	1	\$4,400
1"	2.5	\$11,000
1.25"	4	\$17,600
1.5"	5	\$22,000
2"	8	\$35,200
3"	15	\$66,000
4"	25	\$110,000
6"	50	\$220,000
8" or larger	80	\$352,000

Motion was seconded by Alderman Kittel and carried.

### **Comprehensive Plan Existing Conditions Report**

Alderman Ard moved to approve the Comprehensive Plan Existing Conditions Report, seconded by Alderman Kittel and carried.

### **Ordinance #505 Tree Ordinance**

Noah Wiedenfeld explained the revisions made to this ordinance after the last meeting. Changes include allowing tree plantings in the right-of-way with an administrative permit from the City Forester and clarifying that trees located directly on the right-of-way line shall be deemed to be public trees unless otherwise agreed upon in writing between the property owner and the City. Alderman Montello moved to suspend the rules and adopt Ordinance #505, seconded by Alderman Ard and carried.

### **Resolution #011804 – Designating City Forester**

Alderman Zajkowski offered the following resolution and moved for its adoption:

#### **RESOLUTION #011804**

#### **APPOINTMENT OF CITY FORESTER FOR THE CITY OF NEW RICHMOND**

WHEREAS, the City Council may designate a City employee to serve as City Forester, and

WHEREAS, the duties and responsibilities of the City Forester are provided in the City Code of Ordinances, and

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of New Richmond does hereby approve of the following person to serve as City Forester for the City of New Richmond until a successor is appointed and approved by the Common Council:

Michael Mroz

Motion was seconded by Alderman Montello and carried.

### **Recreation Plan Update and Presentation**

Michael Mroz gave a presentation on the new website that will be live the end of January. This was a collaborative effort between the School District of New Richmond, City, New Richmond Area Centre and the New Richmond Area Community Foundation. The website offers one place to reserve park shelters and sign up for all youth sports in New Richmond. Mike Darrow thanked Michael Mroz for his work on this project. There will be a tab on the City website to this new website as soon as it is live.

### **Request to Bid Farm Leases**

Jeremiah Wendt requested permission to bid the farm leases for a two-year period. The leases include the Business & Technical Park, GG and 140<sup>th</sup> Street area and Freedom Park. Staff also recommends allowing crop rotation at the Freedom Park and GG properties. Alderman Montello moved to solicit bids for the farm leases for a two-year period and allow crop rotation at Freedom Park and GG properties, seconded by Alderman Kittel and carried. Bids will be awarded on February 12, 2018.

### **Work Session on January 13, 2018 at 8:30 a.m.**

The work session will be on January 13, 2018 at 8:30 a.m. in the Council Chambers of the Civic Center.

### **Communications and Miscellaneous**

The VFW is sponsoring a Candidate Forum on January 9, 2018 at 6:30 p.m. in the Council Chambers of the Civic Center for the candidates running for Senate District 10.

**Closed Session**

Alderman Montello moved to go into Closed Session per State Statute 19.85 (1)(e)– TID #6, seconded by Alderman Jackson, and carried.

**Open Session**

No action was taken

Alderman Volkert moved adjourn the meeting, seconded by Alderman Ard, and carried.

Meeting adjourned at 8:50 p.m.

Tanya Batchelor  
City Clerk